



Office of State Fire Marshal Interdepartmental

MEMO

To: Plan Review Personnel
Inspections Personnel

From: Felicia Cooper, Administrator
Cynthia A. Obier, Architect

Approved by: Mark Gates, Assistant Deputy Secretary
Don Zeringue, Chief Architect

Date: April 4, 2002

Re: **ADAAG Complaints**

Complaints concerning accessibility violations reported to the Fire Marshal's office regarding existing buildings shall be directed to Inspections District Supervisors. The District Supervisors will obtain documentation from the complainant giving the following information:

1. The structure name and address.
2. The nature of the complaint.
3. The date of the construction of the facility.
4. The date of the change in Occupancy Type of the structure (For example: from Mercantile to Business, or Residential to Day Care, etc.).

If the documented date of construction or change in Occupancy Type is on or after August 14, 1995, (the date Americans with Disabilities Accessibility Guidelines became enforceable in Louisiana) then this office will do a building inspection addressing the nature of the complaint. Accessibility violations will be cited from ADAAG.

If the documented date of construction or change in Occupancy Type is prior to August 14, 1995, then the complainant shall be directed to file the complaint with the Department of

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Justice at the following:

Disability Rights Section
Civil Rights Division
U.S. Department of Justice
Post Office Box 66738
Washington, DC 20035-6738

Complainants may also be referred to:

Advocacy Center
515 South College Road Suite 130
Lafayette LA 70503
Nell Hahn
318-237-7380
FAX 318-237-0486
hahnnell@net-connect.net

Or they may call: 800-514-0301 (voice), 800-514-0383 (TDD) for information on how to file a complaint.